Professional Development Program
Regular Meeting - September 11, 2026
Time - 11:30am-1:30pm
Hyflex Meeting - OC30115 Governance Room
1 Barnard Drive, Oceanside, CA 92057

OFFICIAL MINUTES

I. Call to order

The meeting was called to order at 11:31 AM.

II. Remote Member Attendance

The committee acknowledged Ghada Osman's remote participation as a non-voting member.

III. Roll Call

Members Present:
Jim Julius, Christina Toharia, Tyrone Nagai, Adrea Gonzales-Karlsson, Brian Page, Bruce Hoskins, Israel Pastrana, Ansina Green, Erica Duran, Aaron Roberts, Shawntae Mitchum, Lynnie Trzoss and Delores Loedel.

Note: Tricia Hoste arrived after Roll Call at 11:50AM.

Absent:
Andrea Petri and Rica French

Others Present:
Christopher Horton, Eric Robertson, Jim Sullivan, Arielle Locke.

Members took turns sharing a fun fact about themselves which led to interesting and engaging commentary.

IV. Public Comment

Description: Members of the public may address the committee before or during consideration of each agenda item at regular or special meetings. Each speaker is allotted a three minute limit to comment.
Academic Senate President, Jim Sullivan, introduced the committee to a larger than life 'official Senate Mascot', a Capybara that was gifted to him by the college VPI Denee Pescarmona. Excited for the work of the PDP committee this year, new Director of PD, Janice Evelyn, Joyful Teacher Erica Duran's new C3 Teaching and Learning Center and online web presence, and to Aaron Roberts for his incredible leadership of the PDP committee over the years.

V. Changes to the Agenda Order

None.

VI. Consent Calendar

A. Approval of the Regular Meeting Minutes of August 21, 2026.

The Consent Calendar was approved by unanimous consent.

VII. Information / Discussion

A. PDP Canvas Course Updates

Description: *Based on conversations that were held during PDP meetings in the Spring 2026 semester. The committee will review proposed updates to the Canvas course structure, including new modules and streamlined navigation tabs designed to make professional learning and Flex information more accessible and easier to navigate.*

The PDP Canvas Page was shown, Loedel shared that she loved the introduction page; and the only enhancement to it would be a list of modules to increase navigation and visibility of the resources. A request to add a module just for Flex workshop recordings was made. Roberts would like to see more enjoyable content curation; Julius proposed a highlight of 3-4 asynchronous resources per month or featured discussion boards. Locke suggested using the PDP canvas calendar as a resource for sharing important reminders that support faculty's professional learning; Salary Advancement notices, Sabbatical Leave application deadlines and curated highlights of upcoming asynchronous offerings. Page asked for specific notifications with regards to the upcoming December 14th Flex Day. Mindful of the double-impact of messaging that could be unintentionally created. Associate faculty have the choice to be paid for their time spent on the online certification module.

B. December 14th Flex Day

Description: *The committee will discuss flexible, self-paced professional development opportunities for faculty. Workshops and resources will cover a variety of topics, including accessibility, UDL, online learning, instructional strategies, and emerging best practices in teaching and learning.*

Sullivan asked that department chairs be consulted ahead of final plans to ensure needs were addressed in the planning or preparation of department Flex activities. Associate faculty received an email communication from the the Office of Instruction on 9/11/26 addressing pay and compensation for distance education / online certification participation.
Loedel and Page emphasized the importance of providing

associate faculty with timely communication regarding online certification requirements, the November Flex transcript deadline, and carry-over hour options to promote equitable access and awareness. Faculty member in attendance, Horton, asked if the PDP Canvas Course could be the place for entering MyFlex hours since the Myflex software often glitched and was challenging to work with. He also mentioned that he was unaware of what activities were eligible for Flex. The committee pointed to the Flex resources on the canvas page, Hoskins pointed out that PD is truly anything that enhances one's teaching, as long as it can be justified. Horton asked for a roadmap of what constitutes an eligible Flex activity to be shared early on in the semester with Associates. The committee clarified that the December 14th day would be primarily online, but that committees like MOE are allowed to offer in-person/online workshops, a sign-up was passed around for faculty who wanted to take a lead in developing content, building a course, offering a workshop.

A decision was made not to send out a Flex Call just for the 12/14 day. Osman asked on behalf of non-instructional faculty if separate modules would be created to enhance the PD of non-instructional roles [i.e. mental health, academic and health counseling, library sciences]. A note about how DesignPlus tools can enhance a canvas module as seen with Joyful Teacher's new C3 webpage.

C. Spring Flex Week

Description: *The design and structure of Spring Flex Week January 25-29, 2027*

The committee was consulted whether to move forward with planning a later afternoon / evening sabbatical showcase in Spring 2027. Discussion ensued: An indoor / outdoor design, presenting it more as a professional development showcase that associates and full-time faculty could submit a previously attended PD to present on. Duran asked for a curated list of conferences to be made public on the Canvas / PDP webpage – Locke shared that she keeps a running record of all conferences that have been funded by PDP Travel funds, and could use an AI tool to analyze the sheet and produce a curated result of conferences by discipline. Hoskins noted that the timing of a showcase during Fall does not allow for inspiration and considered a showcase of this nature to be better fitted in March or April. The new C3 Teaching and Learning Space is supposed to be open in Spring 2027 / The Spring Excellence Ceremony and the grand opening of the C3. There are a few events in Spring that could be nicely paired. Julius based on a comment

by Roberts -Is there an innovative way to create a pairing for those who have a sabbatical idea to match with someone else and do the work together. Osman - is there a way to create an innovative sharing platform for ideas, smaller presentations from more people, the opportunity to connect with a broader range of projects - conference, research, innovation spring showcase. Duran, what will the 5th Friday in April look like?
What will our budget look like in Spring: will add as an Action Item for the next Agenda.

D. Discuss AP 7610, particularly in regard to this portion of the AP.
Description: *The District will also appoint an advisory committee composed primarily of faculty, with adequate representation of classified professionals, administrators, and other interested persons. The purpose of the committee will be to make recommendations about districtwide professional development to the superintendent/president.*
Five Faculty members are needed on the new Professional Learning Committee. Jim Sullivan and Delores Loedel, are current members, and three more faculty were sought. Meetings will take place once a semester with a first meeting set in October to plan for the 5th Friday in April 2027. Loedel and New Director of PD Janice Evelyn will Co-chair the committee. Shawntae Mitchum and Brian Page volunteered to be the Associate Reps, Erica Duran also volunteered. Locke clarified how Classified reps will be assigned, Classified Senate most likely will appoint. An email will be sent to all newly appointed members.

VIII. Reports

A. Delores Loedel — PDP Coordinator
Enjoying PDP Chair Role.

B. Israel Pastrana — DEqCC Chair
CRPP Toolkit/Cohort I: Recruitment is underway for Cohort I, with an upcoming meeting focused on Theme of the toolkit, unveiled at the Cultural Competency Conference. Interested participants are encouraged to join the cohort regardless of their level of experience with Culturally Responsive Pedagogy, including those who are already seasoned practitioners. A long-term goal is to support participants in developing into sustainable facilitation roles. The anticipated time commitment is **three hours total**: one hour of preparation, one hour for the in-person session, and one hour to complete a deliverable. Participants will be compensated. It was clarified that the current interest form is **not** the application; a formal application will be forthcoming. Roberts requested that the CRPP Toolkit be added to the PDP Canvas page. Horton and Julius expressed interest

in participating; however, they will be on sabbatical in Spring 2027.

C. Jim Julius — MOE Chair
Julius gave an overview of DE Certification and the process required for both AF and FT members. Acknowledgement that some communications have been lengthy and confusing. VPI sent an email regarding compensation to AF on 9/11/26. An ask that deans shared the certification process early on with new faculty members – More than 500 faculty who are eligible for recertication received info about the course, resulting in 250+ enrollments to-date. The course offers flexibility and agency depending on their pathway – certain modules are waived based on prior online education experience. The AF Union negotiated compensation of up to six hours for recert and up to eleven hours for the first time. The goal is intended to establish a common foundation / a shared understanding among faculty while still allowing individual experience and knowledge. Julius is the primary on reviewing each completed certification, verifying completion, and providing final certificate of completion.

D. Erica Duran — Joyful Teacher
Duran shared that she enjoyed the Playlab AI module in the online certification. Well designed and kudos to MOE. Getting a lot of questions from associates with regards to facilities/logistics questions: FAQs may be needed to support Erica with answering questions. Sent an email to Department Chairs asking for showcase photos to share in the newsletter. Meeting with Jeff Murico regarding travel aboard to showcase. The careers focus newsletter was a big hit based on analytics. Dean Makevich offered up the opportunity to have Dean's Assistants more visible during the Associate Faculty Orientation for logistical questions and facilities concerns.

IX. The meeting adjourned at 1:22PM